

Simpson, Shannon

From: Mirich, Jill
Sent: Saturday, August 21, 2010 11:04 AM
To: Terrible, Liacris; Simpson, Shannon; Warthen, Justin; Deleon, Jacqueline
Subject: HOSPO 8-25

Importance: High

Attachments: RM43108252010wine.docm; 08252010.docm



RM43108252010wi)8252010.docm (34
ne.docm (35 KB)... KB)

While I am out there will be a hospitality. Keith and Bongo are assigned to it. It is for 18 people in room 431. It is to be kept confidential. Only person to discuss it with is Cindy the contact for the event. It is posted on the Hospo board but the one I have attached for you has the credit card information for billing. This card is to only be used for the food and the bartender fee. The beer and wine will be paid by a credit card given to you at the end of the function by Mr. Donald Toda or Fred Schindler do not post to room it can't be shown as room charge. I have Cindy's permission if you have to you should close it all out to her Credit card. But Mr. Toda knows he is buying the booze and you shouldn't have to.

There are 2 HEO's one for the food and Bartender the other for the Wine and beer